

TODD TIAHRT
4TH DISTRICT, KANSAS

COMMITTEE ON APPROPRIATIONS

SUBCOMMITTEES:

DEFENSE

LEGISLATIVE

TRANSPORTATION, TREASURY AND
INDEPENDENT AGENCIES

DEPUTY MAJORITY WHIP

Congress of the United States
House of Representatives
Washington, DC 20515-1604

WASHINGTON:
2441 RAYBURN HOUSE OFFICE BUILDING
WASHINGTON, DC 20515
(202) 225-6216 • FAX: (202) 225-3489

WICHITA:
155 NORTH MARKET, SUITE 400
WICHITA, KS 67202
(316) 262-8992 • FAX: (316) 262-5309

WWW.HOUSE.GOV/TIAHRT

A note from Congressman Tiahrt:

Thank you for your interest in being nominated to one of our nation's Service Academies. It is an honor to select the best and brightest of Kansas' 4th District youth to further their education.

This letter and the attached information package should guide you through the process of applying for a nomination with my office. Because of the extreme competition for Service Academy nominations, I encourage you to apply to other appropriate nominating sources also. Two other nominating sources within Kansas are the offices of Senator Sam Brownback and Senator Pat Roberts. Applicants may also apply to the Vice President of the United States who can nominate applicants from the entire country. Should your eligibility allow, you may also apply with the office of the President of the United States.

I encourage you to visit the academies' websites to familiarize yourself with each academy and its application process. The websites are:

- 1) U.S. Air Force Academy - www.usafa.af.mil
- 2) U.S. Naval Academy - www.usna.edu
- 3) U.S. Military Academy at West Point - www.usma.edu
- 4) U.S. Merchant Marine Academy - www.usmma.edu

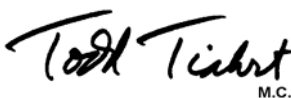
You are required to have applications on file with the academies of your choice and with a nominating source such as my office or one of the others listed above.

If you have not already done so, it is important to make arrangements to take the ACT or SAT. It is very important that this certified information is in your file. An official high school transcript will also be necessary.

All applicants, who complete their file, will be required to appear before my Academy Screening Board. **The Deadline for submitting application materials is October 8th.** Interviews will be scheduled soon after the application deadline. The applicants with the highest ratings will be offered the available nominations.

Thank you for taking an interest in the Service Academies. If you have any questions, please contact Jeremy Wisdom in my Wichita office at 316-262-8992.

Best regards,



Todd Tiahrt
Member of Congress

CONGRESSMAN TODD TIAHRT – 4TH DISTRICT, KANSAS
155 N. MARKET, SUITE 400
WICHITA, KS 67202
316-262-8992

**INFORMATION ABOUT CONGRESSIONAL NOMINATION TO THE
U.S. SERVICE ACADEMIES**

Admission to one of the service academies is a two-tiered process. First, the applicant must meet the minimum standards for admission set by the academy itself. These standards include, among others, medical and scholastic qualifications. The second tier is the nomination process. An individual must achieve both – meet the admissions requirements of the academy as well as receive a nomination – in order to gain admission to the academy. Please note: Congressional nominations to the U.S. Coast Guard Academy are not required. You should contact the academy directly at the following address: United States Coast Guard Academy, Director of Admission, New London, Connecticut 06320-4195, (800) 883-8724, <http://www.cga.edu>.

How and When to Apply for a Congressional Nomination: applicant's are encouraged to begin the application process beginning March of their Junior year. An application packet can be accessed by visiting Congressman Tiahrt's website at <http://www.house.gov/tiahrt>. Applicants must submit all required materials by **October 8** for the opportunity to interview in front of the Academy Screening Board.

Where to send completed application materials: Congressman Tiahrt's District Office, 155 N. Market, Suite 400, Wichita, KS 67202. This application process is for a congressional nomination and is separate from the application the applicant must complete for the academies.

Who is eligible according to the Department of Defense academies: Each applicant for a nomination must meet the following eligibility requirements as of 1 July of the year of admission to an academy: 1) Age: be at least 17 years old, but not passed the 23th birthday, 2) Citizenship: must be a U.S. citizen 3) Marital Status: be unmarried, not pregnant, and have no legal obligation to support children or other dependents.

IN ORDER TO BE CONSIDERED FOR A CONGRESSIONAL NOMINATION, THE FOLLOWING ITEMS MUST BE SUBMITTED TO YOUR FILE:

1. Application.
2. Typed Resume: Your resume should include school and community activities, athletic participation, honors, awards, after school and summer jobs, etc.
3. 250 - 500 word handwritten personal letter expressing why you desire to attend an academy.
4. Official ACT or SAT scores. (scores included on your high school transcript will be accepted)
5. Official High School Transcript
6. Teacher/Coach Evaluations: Please request **two** Teacher(s)/Coach(es) to complete and submit the Teacher/Coach Evaluation form to my Wichita office at 155 N. Market, Suite 400, Wichita, KS 67202.
7. High School Counselor Form. This form requests an official transcript and a letter of recommendation from your high school counselor. Encourage your counselor to complete and submit this form, the transcript and the letter of recommendation to 155 N. Market, Suite 400, Wichita, KS 67202. If you are home schooled, please contact Jeremy Wisdom in Representative Tiahrt's office at 316-262-8992 for further directions.
8. Nomination Reference Form. This form is requesting **one** individual to write a letter of recommendation on your behalf. *Recommendations from family members will not be accepted.* Please encourage the individual to complete the form and attach it to the letter of recommendation. The individual may send the recommendation to 155 N. Market, Suite 400, Wichita, KS 67202.
9. Submit a recent photo or snapshot.

Helpful Hints

1. Be aware of deadlines and procedures in our and all the congressional offices.
2. Spend time completing the application carefully.
3. Proof-read your handwritten letter, possibly with your English teacher.
4. Do not change the application form; if necessary, add additional information in a format that is easy to evaluate, and is compatible with the provided application.

Academy Application Checklist

The following items are required to be in your file at my District Office in Wichita by October 8:

- ☐ Academy Application
- ☐ 250 – 500 Word Handwritten Essay
- ☐ Typed Resume (Your resume should include school and community activities, athletic participation, honors, awards, after school and summer jobs, etc.)
- ☐ Official High School Transcript
- ☐ Official ACT or SAT Scores (scores included on your high school transcript will be accepted)
- ☐ Teacher/Coach Evaluation Forms (2)
- ☐ High School Counselor Form (this form requests an official transcript and a letter of recommendation from your high school counselor)
- ☐ Letters of Recommendation (will not accept recommendation from family member)
- ☐ Recent photo or snapshot

NOTE: All applicants will be required to appear before an Academy Screening Board. Once your file is completed, you will be notified of the date of your interview.

There are no Congressional appointments to the Coast Guard Academy. If interested, contact the Director of Admissions, U.S. Coast Guard Academy, New London, CT 06320.

APPLICATION FOR NOMINATION TO SERVICE ACADEMIES ENTERING 20__

Please Print or Type

Name _____ Sex: ☐ M ☐ F
Printed as on birth certificate Social Security #

Date of Birth _____ Place of Birth _____

Permanent Address _____
Street P.O. Box

City County State ZIP Code

Phone #

Temporary Address _____
Street City & State ZIP Code

Academy Preference (Air Force, Merchant Marine, West Point, Naval)

(1st) _____ (2nd) _____
(3rd) _____ (4th) _____

Please attach
Photo here

High School Attended _____

Graduation Date _____

Are you now attending college? _____ Where? _____

Name of Parent(s)/Guardian(s): _____
Mother/Guardian

Father/Guardian

Parent(s)/Guardian(s) address if different from applicant _____
Street

City State Zip Code Phone #

Have you made application to other Congressional delegation members? _____

To Whom? _____

Signature

RETURN TO:
Congressman Todd Tiahrt
155 N. Market, Suite 400
Wichita, KS 67202

HIGH SCHOOL COUNSELOR FORM

Name of Student _____

Name of High School _____

Telephone _____

Rank in Class _____

(Most recent ranking but not prior to completion of Junior year. Include total in class)

Grade Point Average _____

Please Attach

- Student's Official Transcript
- Letter of Recommendation as required for the student's file

All comments will be kept confidential. Please evaluate the student by placing an X on the line that best describes the student's performance in that area as compared to all other college bound students you have observed.

	Top:	1%	5%	10%	25%	50%
1. Respect for Authority	_____	_____	_____	_____	_____	_____
2. Maturity	_____	_____	_____	_____	_____	_____
3. Ability to work with others	_____	_____	_____	_____	_____	_____
4. Ability to lead others	_____	_____	_____	_____	_____	_____
5. Integrity	_____	_____	_____	_____	_____	_____
6. Perseverance	_____	_____	_____	_____	_____	_____
7. Competitiveness	_____	_____	_____	_____	_____	_____
8. Ability to adapt to new situations	_____	_____	_____	_____	_____	_____

Counselor's Signature

This information is being requested in connection with the above student's interest in obtaining a nomination to a service academy. Your assistance in this regard is most appreciated.

* Please send **completed form, transcript and recommendation letter** to: Congressman Todd Tiahrt, 155 N. Market, Suite 400, Wichita, KS 67202. Thank You.

TEACHER/COACH EVALUATION FORM

Name of Applicant: _____

The person named above is applying for admission to one or more of the United States Service Academies. The academies provide a college education leading to the commissioning as an officer in the Armed Forces. The questions asked here are to help us select the best possible candidates. Your generous time and help is greatly appreciated. Use additional sheet(s) if necessary.

1. How long have you known the applicant and in what connection?
2. Tell us about the applicant's talents and strengths.
3. What do you consider the applicant's weaknesses?
4. Do you feel the applicant personally wants to attend a service academy or is under family or community pressure?
5. How does the applicant handle stress?
6. Do you know of any personal circumstances that might affect the applicant's performance at the academy?

General Comments, Evaluation, and/or Recommendation (use additional sheets if necessary):

To the Teacher/Coach: Please send this completed form to: Congressman Todd Tiahrt, 155 N. Market, Suite 400, Wichita, KS 67202. Thank you.

Name: _____ Date: _____

Title: _____ Phone: _____

TEACHER/COACH EVALUATION FORM

Name of Applicant: _____

The person named above is applying for admission to one or more of the United States Service Academies. The academies provide a college education leading to the commissioning as an officer in the Armed Forces. The questions asked here are to help us select the best possible candidates. Your generous time and help is greatly appreciated. Use additional sheet(s) if necessary.

7. How long have you known the applicant and in what connection?

8. Tell us about the applicant's talents and strengths.

9. What do you consider the applicant's weaknesses?

10. Do you feel the applicant personally wants to attend a service academy or is under family or community pressure?

11. How does the applicant handle stress?

12. Do you know of any personal circumstances that might affect the applicant's performance at the academy?

General Comments, Evaluation, and/or Recommendation (use additional sheets if necessary):

To the Teacher/Coach: Please send this completed form to: Congressman Todd Tiahrt, 155 N. Market, Suite 400, Wichita, KS 67202. Thank you.

Name: _____ Date: _____

Title: _____ Phone: _____

SERVICE ACADEMY NOMINATION REFERENCE FORM

Applicant's Name: _____

Name of Reference: _____

Address: _____

City: _____ State: _____ ZIP: _____

Daytime Phone: (_____) _____ - _____ Ext. _____

How long have you known the applicant: _____

Relationship to applicant: _____
(References should not be relatives of the applicant)

The applicant has requested Congressman Tiahrt to consider him or her for a nomination for admission to one of the United States service academies. He or she has chosen you to write a letter of recommendation on their behalf. Please state your personal knowledge of his or her qualifications and why he or she would be a good candidate for a service academy.

PLEASE USE THIS FORM AS A COVER SHEET FOR YOUR STATEMENT. Please sign and date your statement at the bottom.

* Please send **completed form and letter** to: Congressman Todd Tiahrt, 155 N. Market, Suite 400, Wichita, KS, 67202. Thank You.